VESSEL AND TRIP INFORMATION LOG

The following instructions are for recording information regarding a particular vessel and trip. Some data requirements will require questioning the captain of the vessel for the information. Do not record assumptions. If the information is unclear, verify the answers with the captain.

If information is unavailable or unknown to any question except a "No/Yes" question, record a dash (-) in the field or check unknown. If the answer to a "No/Yes" question is unknown, record a "9" on the line next to the code for "No" to indicate that the field was not skipped, but the answer is unknown. If a field relates to a question to which you previously answered "No", leave the field blank.

If the vessel returns to the dock after engaging in fishing activities, does not sell the catch, and then heads back out to fish, see code 13 in TIME LOST REASON (#46) and NOTE under TRIP COSTS heading.

If the vessel returns to the dock before engaging in fishing activities, and then heads back out to fish, see code 11 in TIME LOST REASON (#46), third NOTE under STEAM TIME (#25), and NOTE under TRIP COSTS heading.

INSTRUCTIONS

1. PROGRAM CODE: Record the appropriate program code for the fishing trip by recording a three-digit code.

000 = Standard Sea Sampling Trip
010 = Training Trip
    NOTE: All other program codes **except** '000' supersede this program code. Be sure to record "Training Trip" in the COMMENTS section.
020 = Alternative Platform
101 = Pinger Tester Trips
102 = Scallop Trip with Turtle Chains
    NOTE: Access Area Scallop Program Codes supersede this program code.
130 = US/Canada Management Area

140 = Haddock Hook SAP Closed Area I - Sector
141 = Haddock Hook SAP Closed Area I - Non-Sector
142 = Experimental Haddock Closed Area I
143 = Experimental Haddock Cashes Ledge
144 = Experimental Haddock Western Gulf of Maine
145 = Experimental Haddock Closed Area II
150 = Regular B-DAS Program
160 = Research - No Kept Fish
201 = Access Area Scallop, Nantucket Lightship Closed Area
202 = Access Area Scallop, Closed Area I
203 = Access Area Scallop, Closed Area II
204 = Access Area Scallop, Hudson Canyon
206 = Access Area Scallop, Elephant Trunk
207 = Access Area Scallop, Delmarva

2. CONTRACT AREA CODE: For trips targeting Atlantic Sea Scallop, record if the trip is Limited Access or General Category. This information must be obtained from the Captain and should be asked at the beginning of the trip. All other trips should use the "Standard Trip" code.

046 = Limited Access Scallop
047 = General Category Scallop
101 = Georges Bank Fixed Gear Sector
102 = Georges Bank Cod Hook Sector
000 = Standard Trip
999 = Unknown

3. VENDOR I.D. CODE: Record the two-digit vendor identification code. This information can be obtained from the Observer Service Provider.

01 = AIS NMFS Funded Trip
02 = AIS Industry Funded Trip
04 = EWTS, LLC. Industry Funded Trip
NOTE: If any additional Observer Service Providers are approved in the future, new codes will be added.

4. OBSERVER/TRIP IDENTIFIER: Record your three character Observer Identifier combined with the three character Trip Number and one character Trip Extension assigned to you for this trip. Use Table 1 to

determine the correct trip extension. Use this Observer/ Trip Identifier on all forms for this trip. For further instructions and specific examples on completing this field refer to Appendix F. Observer/Trip Identifier Instructions.

> Example: Observer Green, who has been assigned identifier A02, is on her second trip of the calendar year, and it is a limited fish sampling gillnet trip. The observer/trip identifier is recorded as A02002L.

> **NOTE:** If the catch is not offloaded when the vessel returns to the dock, and the vessel returns to sea, use the same Observer/Trip Identifier. If **any** of the catch is offloaded, and the vessel returns to sea, use a new Observer/Trip Identifier and complete another Vessel and Trip Information Log.

Extension	Trip Type
A	Aborted (non-gillnet)
C	Gillnet, complete fish sampling
D	Gillnet, complete fish sampling, aborted
L	Gillnet, limited fish sampling
M	Gillnet, limited fish sampling, aborted
--	All other

Table 1. Trip extension and corresponding trip type.

> **NOTE:** An aborted trip is defined as when the gear is not used (set, hauled, or washed) regardless of time on the water.

5. VESSEL NUMBER #1: Record the number written on the hull of the vessel **to which you are deployed.** This number will be either the U.S. Coast Guard Documentation Number or the state registration number. This number may have up to eight characters. This is not the same as the NMFS or state fishing permit number.

> Examples: USCG Documentation Number - 1234567.
> State Registration Number - ME1234A or NC1234AB.

6. VESSEL NAME #1: Record the name of the vessel **to which you are deployed.** Care should be taken to record the correct spelling of the vessel's name.
> Example: Jo Jo.

7. EXPECTED TRIP DURATION: Record, in whole days, the number of days the captain **expects** to be away from port on this fishing trip.
> **NOTE:** This question should be asked **before** the vessel leaves port.

8. DATE SAILED: Record the month, day, and year that the vessel leaves the dock to go fishing.
> **NOTE:** If the vessel leaves the dock to take ice, fuel, pick up crew, *etc.*, at another location, record the date it leaves the first dock. Record code 10 in TIME LOST REASON (#46). Record the amount of time that elapses between leaving the first dock and leaving the last dock to begin steaming to the fishing grounds in TIME LOST AMOUNT (#47).
> **NOTE:** For beach seine/beach anchored gillnet trips, record the date that the dory leaves the trailer and heads out through the surf to set the gear.

9. TIME SAILED: Record the local time, using the 24 hour clock (0000-2359), that the vessel leaves the dock to go fishing.
> **NOTE:** If the vessel leaves the dock to take ice, fuel, pick up crew, *etc.*, at another location, record the time it leaves the first dock. Record code 10 in TIME LOST REASON (#46). Record the amount of time that elapses between leaving the first dock and leaving the last dock to begin steaming to the fishing grounds in TIME LOST AMOUNT (#47).
> **NOTE:** For beach seine/beach anchored gillnet trips, record the local time that the dory leaves the trailer and heads out through the surf to set the gear.

10. TRIP TYPE: Record whether one, or more than one **type** of gear is **used** during this trip by placing an "X" next to the appropriate one digit code:
> 1 = Single Gear.
> 2 = Multiple Gear.

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11. VESSEL NUMBER #2: (For pair trawl and joint venture trips only.) Record the number written on the hull of the vessel with which you are paired, or with which you are conducting joint venture operations. See VESSEL NUMBER #1 (#5) for further instructions on recording vessel numbers.

12. VESSEL NAME #2: (For pair trawl and joint venture trips only.) Record the name of the vessel with which you are paired, or with which you are conducting joint venture operations. Care should be taken to record the correct spelling of the vessel's name.

13. DEALER'S NAME: Record the name of the dealer where the captain sold the majority of the trip's catch. If the catch is not sold immediately after arrival in port, obtain this information from the captain.

> **NOTE:** See Appendix S. Dealer List for a list of dealer names and the city and state they are located in.

14. CREW SIZE: Record the number of individuals working on the vessel, **including the captain**.

> **NOTE:** If there is a change in CREW SIZE during a dockage mid-trip, record it in COMMENTS.

15. DATE LANDED: Record the month, day, and year that the vessel first arrives in port at the completion of your deployment. This is the docking port where the captain intends to sell the majority of this trip's catch. Record this date whether or not the catch is sold.

> **Example:** The vessel returns to a dock on 02/03/01, with catch, but does not sell any fish. The observer remains on the vessel back to the fishing grounds. The vessel returns to the dock on 02/07/01 and arranges to sell it's catch. DATE LANDED is 02/07/01.
>
> **NOTE:** For beach seine/beach anchored gillnet trips, record the date that the fishing operations have ended and all fish have been picked and sorted.

16. TIME LANDED: Record the local time, using the 24 hour clock (0000-2359), that the vessel first arrives in port at the completion of your deployment. This is the docking port where the captain intends to sell the majority of this trip's catch. Record this time whether or not the catch is sold.

> **NOTE:** For beach seine/beach anchored gillnet trips, record the local time that the fishing operations have ended and all fish have been picked and sorted.

17. HOME PORT: Record the **name** of the port, **including the state**, where the vessel is usually tied up when not fishing. This may be different from the PORT SAILED (#19), the PORT LANDED (#21), or the port of registry on the vessel's stern.

> Example: Gloucester, MA.

18. PORT CODE: Leave this field blank.

19. PORT SAILED: Record the name of the port, **including the state,** where the vessel left to begin the trip. This may be different from the HOME PORT (#17), PORT LANDED (#21), or the port of registry on the vessel's stern.

20. PORT CODE: Leave this field blank.

21. PORT LANDED: Record the name of the port, **including the state**, where the vessel offloads its catch. This may be different from the HOME PORT (#17), PORT SAILED (#19), or the port of registry on the vessel's stern.

> **NOTE:** If the vessel sells its catch at more than one port, record the port where most of the catch is sold.

22. PORT CODE: Leave this field blank.

23. SIX MONTH QUESTIONS ASKED?: Record whether the six month questions are asked and a Vessel and Trip Log - Six Month Questions Log is completed during this trip by placing an "X" next to the appropriate code:

0 = No.
1 = Yes.

> **NOTE:** You may not record "Unknown" (9) for this field. This question **must** be answered "Yes" or "No".
>
> **NOTE:** A Vessel and Trip Log - Six Month Questions Log should be completed **at least once every six months**. A list showing the vessel name and a date which is six months after the date

these six month questions were last asked, will be provided to you each month. If the DATE SAILED for this trip falls after the date on the list, record "Yes" (1) and complete a Vessel and Trip Log - Six Month Questions Log. If the DATE SAILED for this trip falls before the date on the list, record "No" (0) and do not complete a Vessel and Trip Log - Six Month Questions Log. Although this system is designed to reduce redundancy in your data collection, you may ask these questions more frequently than every six months. If in doubt, ask the questions.

Refer to the Vessel and Trip Information Log-Six Month Questions section of the NEFSC Observer Program Manual for further instructions.

24. VTR SERIAL NUMBER: Record the serial number obtained from the Captain's Fishing Vessel Trip Report (VTR).

NOTE:	If more than one Vessel Trip Report (VTR) log is used during a trip, record the serial number of the first log used on the trip. Obtain this information from the Captain.

25. STEAM TIME: Record, to the nearest tenth of an hour, the time that elapses between the vessel leaving the dock to go fishing, and arriving at the location where the gear is first deployed/hauled.

NOTE:	If the vessel reaches the location where it will begin fishing but does not deploy/haul the gear because of weather conditions or because it is awaiting the other vessel (i.e., on pair trawl trips), *etc.*, **do not include the time spent waiting to deploy/haul the gear in steam time**.
NOTE:	If the vessel leaves its original dock to take on ice, fuel, *etc.*, at another dock, do not include the time spent in these activities as steam time, but as time lost; see code 10 in TIME LOST, REASON (#46).
NOTE:	If the vessel returns temporarily to port before deploying the gear and then

heads back out to fish, record the time spent steaming from the dock, and steam time back to the dock in TIME LOST, REASON (#46) and AMOUNT (#47).

NOTE:	If gear being observed is beach seine/beach anchored gillnet, record a dash.
NOTE:	Include in this field any time the vessel spends "looking" for fish before deploying gear (this could include the purse seine and pair trawl fishery).
Example:	Vessel departs from New Bedford at 00:01, and arrives at 18:50 on the fishing grounds where the first set will be made. The STEAM TIME is 18.8.

26. ICE USED: Record, to the nearest **hundredth** of a ton, the estimated amount of ice used during this trip. Include purchased ice and ice made by the vessel. This information should be obtained from the captain at the end of the trip.

NOTE:	This value may include remaining ice from a previous trip.

27. FUEL USED: Record, in whole gallons, the **estimated** amount of fuel consumed during this trip. This information should be obtained from the captain at the end of the trip.

TRIP COSTS

NOTE:	If the vessel takes on more food, fuel, ice, water, oil, or bait during a dockage mid-trip (when fish are not offloaded), add each amount to the appropriate field's total for the trip.
NOTE:	If no costs are incurred, record a zero "0" in the appropriate field(s).

28. DAMAGE AND LOSS ESTIMATE: Record, to the nearest dollar, the captain's estimate of the cost of gear and/or equipment lost or damaged during this trip. Provide a description of the damage or loss in COMMENTS.

NOTE:	This information should be obtained from the Captain at the end of the trip.

29. SUPPLIES: Record, to the nearest dollar, the price paid for commonly used supplies purchased for

this trip. List the items included in this value in COMMENTS. This information may be obtained from the captain or a crew member.

> Examples: Hooks, twine, gangions, lightsticks, chains, shackles, knives, gloves, *etc*.

30. FOOD: Record, to the nearest dollar, the cost to the crew and captain for food purchased for this trip, **including the observer's food**.

> NOTE: Drinking water should be included in food costs.

31. ICE: Record, in dollars and cents, the price paid **per ton** of ice purchased for this trip.

> NOTE: If the vessel makes its own ice, or if no money is paid for ice, record "0".

32. FUEL: Record, in dollars and cents, the price paid **per gallon** for fuel purchased for this trip. This information may be obtained from the captain or owner before the vessel leaves port.

33. WATER: Record, to the nearest dollar, the cost of fresh water purchased for this trip.

> NOTE: If the vessel makes its own fresh water, or if no money is paid for fresh water, record "0".

34. OIL: Record, to the nearest dollar, the cost of **lubricating** oil purchased for this trip.

35. BAIT: Record, to the nearest dollar, the cost of bait purchased for this trip.

GEAR INFORMATION

36. PRIMARY GEAR: Indicate the principal gear used during this trip by recording the most appropriate gear name possible, as listed in Appendix D. Gear Codes.

37. GEAR CODE: Leave this field blank.

38. OTHER GEAR(S): Indicate any other fishing gear onboard the vessel, soaking, used or secured by recording the most appropriate gear name possible, as listed in Appendix D. Gear Codes.

39. GEAR CODE(S): Leave this field blank.

40. HAULED/USED: Indicate whether or not the type of gear(s) listed in PRIMARY GEAR (#36) and OTHER GEAR(S) (#38) was/were hauled by the vessel during this trip by placing an "X" next to the appropriate code:

> 0 = No.
> 1 = Yes.

41. NUMBER ONBOARD: Record the number of each type of fishing gear onboard the vessel at the start of the trip.

> Examples: For the following gear types, record the count in the listed units:
> Longline - Number of nautical miles of mainline.
> Pots or traps - Number of individual pots or traps.
> Gillnets - Number of nets.
> Trawl - Number of nets.
> Scallop - Number of dredges.
> Beach Anchored Gillnet - Number of nets onboard when dory left trailer to set gear.
> NOTE: This field is only completed if the observer was present for set/haul.

42. NUMBER SOAKING: Record the number of each type of fishing gear the captain has soaking in the water at the beginning of this trip.

> Examples: For the following gear types, record the count in the listed units:
> Longline - Number of nautical miles of mainline.
> Pots or traps - Number of individual pots or traps.
> Gillnets - Number of nets.
> Beach Anchored Gillnet - Number of nets soaking prior to observers arrival.
> NOTE: This field is only completed if the observer was not present for set.

43. CAPTAIN'S EXPERIENCE: Record, in whole years, the number of years the captain has operated a vessel **in this fishery with the type of gear recorded in PRIMARY GEAR (#36) and OTHER GEAR(S) (#38)**.

> NOTE: This experience is gear specific, not gear and target species specific.
> Example: Correct: How many years have you been gillnetting as a captain?
> Incorrect: How many years have you been gillnetting for cod as a captain?

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NOTE: If this time is less than six months, record "0".

NOTE: If the gear type(s) listed in OTHER GEAR(S) (#38) was (were) **not used** during this trip, record a dash in this field.

44. TARGET SPECIES: Indicate the principal species, or species group, sought with the type of gear recorded in PRIMARY GEAR (#36) and OTHER GEAR(S) (#38) by recording the most appropriate and specific **species name** possible, as listed in Appendix A. Species Names. This information must be obtained from the captain, and should be asked before any gear is set or hauled, and should **not** be based on the results of this trip's catch.

Examples: Cod.
Mixed Flounder.
Weakfish & Croaker.

NOTE: If the gear type(s) listed in OTHER GEAR(S) (#38) was (were) **not used** during this trip, record a dash in this field.

45. SPECIES CODE: Leave this field blank.

TIME LOST
46. REASON: Indicate the reason(s) for any amount of **fishing** time the vessel loses during this trip while using the **primary** gear type, by recording the most appropriate two digit code as listed below and in Appendix I. Time Lost Reason Codes:

00 = Unknown.
01 = Gear conflict with another vessel.
02 = Gear damage repair.
03 = Engine repair.
04 = Awaiting arrival of other vessel, *i.e.*, pair trawling or offloading.
05 = Coast Guard boarding.
06 = Medical emergency, *i.e.*, medical evacuation.
07 = Weather conditions.
08 = Marine mammal interaction.
09 = Gear loss. Include only time spent trying to retrieve the gear.
10 = Vessel leaves a dock at the start of the trip, steams to another dock(s) or port(s) to engage in an activity (*i.e.*, refueling, buying ice, picking up crew, *etc.*), and then steams to the fishing grounds. Record the total amount of time spent steaming to, and docked at, the other dock(s).
11 = Vessel returns to a dock after reaching the location where it will begin fishing, but before deploying the gear, OR returns to the dock before reaching the location where it will begin fishing. Record the total amount of time spent steaming out, steaming back to the dock, and at the dock.
12 = Vessel returns to a dock **after completing fishing activities**, but no fish are offloaded. Vessel engages in an activity (*i.e.*, refueling, dropping off crew, *etc.*) and then steams to the dock where the captain intends to sell most of the catch. Record the total amount of time spent at the first dock, plus the time spent steaming to the offloading dock.
13 = Vessel returns to a dock **after beginning fishing activities**, but no fish are offloaded. Vessel then returns to the fishing grounds. Record the total amount of time spent steaming back to the dock, time spent at the dock, and the time spent steaming back to the grounds.
99 = Other, record the time lost reason in COMMENTS.

47. AMOUNT: Record, to the nearest tenth of an hour, for each reason recorded above (#46), the total amount of fishing time the vessel lost during this trip while using the **primary** gear type .

NOTE: Do not include **projected** time lost from the trip if the vessel returns to the dock sooner than planned because of a medical emergency, damaged or lost gear, *etc.*

NUMBER OF HAULS
48. TOTAL: Record the **total** number of hauls during this trip.

49. UNOBSERVED: Record the **total** number of hauls **not** observed during this trip.

NOTE: An **unobserved haul** is defined as one where complete kept and discard information from the haul is **not** collected.

NOTE: All Off-Watch hauls that occured dur-

ing the trip should be included in this field.

PRIMARY SPECIES LANDED

50. SPECIES NAME: Record the name of the species, as listed in <u>Appendix A. Species Names</u>, which had the **greatest total number of pounds** landed (kept and sold) for this trip.

> Examples: Cod.
> Winter Skate (Wings).

SCALLOP TRIPS ONLY: CATCH INFORMATION

51. SOAKED?: Record whether, during the trip, any scallop meats were soaked in a solution **other than water** by placing an "X" next to the appropriate code:
0   =   No.
1   =   Yes.

52. MIXED?: Record whether, during the trip, any scallop meats were mixed with larger or smaller scallop meats by placing an "X" next to the appropriate code:
0   =   No.
1   =   Yes.

> **NOTE:**   **"Mixed"** refers to the practice of mixing the catch to get a certain meat count per bag.

53. NUMBER OF BAGS: Record the **total** number of bags of shucked scallops from this trip.

> **NOTE:**   If the scallops from this trip are not shucked, record a dash (-), and write "shell stocked" in COMMENTS.

54. AVERAGE WEIGHT PER BAG: Record, in whole pounds, the **average** weight of a bag of shucked scallops from this trip. This information may be obtained from the captain or at the dock after the scallop bags are offloaded and weighed individually.

COMMENTS

Record any additional information regarding the trip and associated expenditures below. Include a comment regarding training trip or non-'000" trips (*i.e.*, write "training trip" in comments, etc). If more room is needed, use the back of this log, making sure to write "See Back" on the front of the log. Reference each comment with its corresponding field name.